

WASHINGTON STATE COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

I. INTRODUCTION

A. Mission

Minimize the impacts of emergencies and disasters on the people, property, environment, and economy of Washington State.

B. Purpose

Establish emergency management functions and the responsibilities of the Washington State Military Department, Emergency Management Division (EMD), state agencies, commissions, boards, and councils. This document is a comprehensive plan for statewide mitigation, preparedness, response, and recovery activities.

C. Scope

This Plan considers the emergencies and disasters likely to occur as described in the *Washington State Hazard Identification and Vulnerability Assessment* (HIVA) and describes:

1. Functions and activities necessary to implement the four phase of emergency management – mitigation, preparedness, response and recovery.
2. Responsibilities in relation to federal disaster assistance programs under Public Law 93-288, as amended, Chapter RCW 38.52, and other applicable laws.
3. Use of government, private sector, and volunteer resources.

D. Organization

1. Emergency management in Washington State is organized as shown in the *Comprehensive Emergency Management Plan* (CEMP), Basic Plan, Emergency Management Organizational Chart, Figure 1 of Appendix 1 and operates in accordance with the Emergency Management Operational Chart, Figure 2 of Appendix 1. Under Chapter 38.52 - Emergency Management, the Military Department is responsible for carrying out all emergency management functions to mitigate, prepare for, respond to, and recover from emergencies and disasters resulting from natural and technological hazards. These responsibilities exclude those for which the military is responsible and preparation for nuclear attack.
2. The Governor appoints an Emergency Management Council (EMC) consisting of no more than 17 members. The Council includes

representatives from city and local government, sheriff and police departments, the Washington State Patrol, the Military Department, the Department of Ecology, state and local fire departments, state and local emergency management, and private industry, as well as experts in seismic safety, search and rescue volunteers, medical professionals, and building officials. It is the Council's responsibility to advise the Governor and the Director of the Military Department about issues relating to emergency management.

3. The State Emergency Operations Center (EOC) is staffed 24 hours per day 7 days per week by EMD Operation's Officers. During an emergency or disaster the EOC assumes enhanced operations under the incident command system. The severity of the incident determines the level at which the EOC is staffed. Detailed state EOC procedures and organizational chart are in the EMD Emergency Operations Procedures found under Procedures and Plans on the EMD homepage, www.wa.gov/wsem/.
4. The CEMP utilizes Emergency Support Functions (ESFs), which identify sources for direct assistance and operational support that the state and local jurisdictions may need in order to implement hazard mitigation and preparedness or respond and recover from an emergency or disaster. The CEMP consists of:
 - a. The Basic Plan, which identifies policies and concepts of operations that guide the state's mitigation, preparedness, response, and recovery activities.
 - b. The Appendices, which describe emergency management activities and provide additional details to the Basic Plan.
 - c. The ESFs, which describe the mission, policies, concepts of operation, and responsibilities of primary and support agencies involved in the implementation of activities.

II. POLICIES

A. Authorities

This plan is developed, promulgated, and maintained pursuant to the following state and federal statutes and regulations:

1. Code of Federal Regulations Title 44, Part 205 and 205.16.
2. Public Law 93-288, The Disaster Relief Act of 1974, as amended by Public Law 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act.
3. Public Law 96-342, Improved Civil Defense 1980.

4. Public Law 99-499, Superfund Amendment and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA).
5. Public Law 920 Federal Civil Defense Act of 1950, as amended.
6. Chapter 38.08, RCW, Powers and Duties of Governor.
7. Chapter 38.12 RCW, Militia Officers.
8. Chapter 38.52 RCW, Emergency Management.
9. Chapter 38.54 RCW, Fire Mobilization.
10. Chapter 43.06 RCW, Governor's Emergency Powers.
11. Chapter 43.105 RCW, Washington State Information Services Board (ISB).
12. Title 118, WAC, Military Department, Emergency Management.
13. Public Law 105-19 Volunteer Protection Act of 1997.

Also see Appendix 3, References.

B. Assignment of Responsibilities

1. This plan presents the responsibilities of state agencies and other organizations, and are listed in the CEMP Basic Plan under Section V. - Responsibilities.
2. ESFs establish mitigation, preparedness, response, and recovery activities. Primary responsibilities for each ESF are held by either one agency or joint agencies. Additionally, each ESF has supporting agencies who assist the Primary Agencies. ESFs 1-19 correspond to the Federal Response Plan (FRP) numbering system with 1-12 currently used and 14-19 reserved for future additions. ESFs 20-25 are used by Washington State.

C. Limitations

1. The state's goal is to mitigate and prepare for the consequences of hazards, and respond and recover in the event of an emergency or disaster. However, state resources and systems may become overwhelmed in the event of a major incident.
2. There is no guarantee implied by this plan that perfect mitigation, preparation, response, and recovery will be practical or possible.

III. SITUATION

A. Emergency/Disaster Conditions and Hazards

1. Emergencies or disasters can occur causing human suffering, injury and death, property damage, environmental degradation, loss of essential services, economic hardship and disruption to state, local, and tribal governments, as well as other governmental entities.
2. The Washington State HIVA provides information on the natural and technological (human-caused) hazards throughout the state. The HIVA assesses the state's vulnerability to hazards, provides a methodology for analyzing hazards, and provides the basis for this Plan.
3. Washington State is vulnerable to the natural hazards of avalanche, drought, earthquake, flood, landslide, severe storm, tsunami, volcano, and wildland fire.
4. Washington State is vulnerable to many technological (human-caused) hazards associated with abandoned underground mines, chemicals, civil disturbances, dam failures, hazardous materials, pipelines, radiological releases, terrorism, transportation incidents, and urban fires.

B. Planning Assumptions

1. Some emergencies or disasters will occur with enough warning that appropriate notification will be issued to ensure some level of preparation. Other situations will occur with no advanced warning.
2. The state may be unable to satisfy all emergency resource requests during a major emergency or disaster.
3. Citizens, businesses, state agencies, and industries will provide their own resources for the first three days of an emergency or disaster.
4. Local jurisdictions will comply with the intent of Chapter 38.52 RCW and Title 118 WAC, and will:
 - a. Establish procedures for continuity of government.
 - b. Establish an emergency management organization and facility.
 - c. Prepare plans and procedures and maintain a comprehensive emergency management program.
 - d. Communicate with the state EMD EOC on the status of activities during or following any emergency or disaster.
 - e. Issue local emergency proclamations and request state assistance when appropriate.
 - f. Preserve essential records.

5. State agencies will have their own comprehensive emergency management program that enables them to:
 - a. Establish procedures for continuity of government.
 - b. Support local jurisdiction responders by staffing the state EOC.
 - c. Support the state's emergency management mission.
 - d. Communicate with the state EOC.
 - e. Provide situation reports to convey damage assessment and ability to accomplish their functional role during an emergency or disaster.
 - f. Develop and implement policies that reduce the effects of an emergency or disaster.
6. Federal assistance will be available for disaster response and recovery operations under the provisions of the FRP and Public Law 93-288.

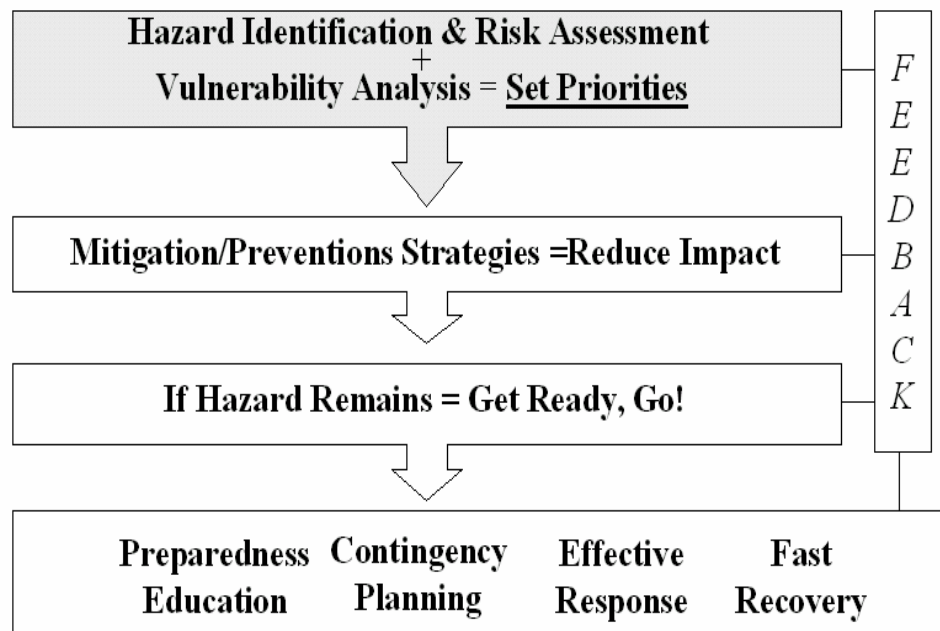
IV. CONCEPT OF OPERATIONS

A. General

1. An integrated emergency management approach involves hazard identification, risk assessment, and vulnerability analysis. An important emergency management step is setting priorities and moving toward reducing potential impact of the worst hazards. This is done through mitigation and prevention strategies, which are the pervasive functions from which all preparedness, response, and recovery activities must flow. This process requires in-depth risk assessment and vulnerability analysis of all potential hazards.
2. This process to integrate emergency management processes is described in the following chart. The hazard identification and risk assessment involves identifying the types of hazards, likelihood of occurrence, location, impact, and strength. Risk assessment is the measure of the probability that damage to life, property, economy, and environment will occur if a hazard manifests itself. Vulnerability describes exposure to a threat. The distinction between risk and vulnerability is important. A home located in a 500-year floodplain could be considered vulnerable to a 500-year flood although the risk of that flood happening may be low. The risk of a park located in a floodplain being struck by a flood may be quite high, but the park would not be considered vulnerable to damage because the flood's effect upon it would be small. Vulnerability is a measure of what and how much you stand to lose. The vulnerability analysis identifies and quantifies what is susceptible to damage.

3. If mitigating a hazard is not possible, then emergency managers must be ready to prepare, respond, and recover. This process enhances and focuses the get ready and go activities.
4. The goal, in simplest terms, is to define the problem, try to stop the impact of the problem, and then get ready to respond and recover from those impacts that are not preventable.

An Integrated Emergency Management Approach



5. The Director of the Washington State Military Department is responsible to the Governor for carrying out the emergency management program for the state. The Director shall coordinate the activities of all organizations for emergency management within the state, and shall maintain liaison with, and cooperate with emergency management agencies, organizations of other states, and the federal government.
6. Emergency management in Washington State is conducted under the four emergency management phases: mitigation, preparedness, response, and recovery.
7. The Washington State CEMP describes emergency management functions and responsibilities of state agencies and volunteer organizations. The state will coordinate resources to support state agencies, cities, counties, towns, and tribal governments with either state, mutual aid, or federal government resources.

8. Hazard-specific plans may apply to specific incidents. These plans will be published separately and will be consistent with the Washington State CEMP. Several hazard-specific plan titles are: the *Washington State Department of Ecology's Oil Spill Response Plan*, the *Northwest Area Contingency Plan*, the *Washington State Fire Services Resources Mobilization Plan*, the *Washington State Integrated Fixed Facility Radiological and Chemical Protection Plan*, and the *Draft Washington State Hazard Mitigation Strategies and Policies Document*. Other hazard-specific plans are identified in Appendix 3, References.
9. Local Organizations or Jurisdictions
 - a. RCW 38.52.070, directs the establishment of local organizations or jurisdictions for emergency management in accordance with the Washington State CEMP. These organizations have the responsibility of coordinating emergency management activities.
 - b. Local organizations or jurisdictions assign emergency or disaster responsibilities based upon existing capabilities or mutual aid agreements as provided in local emergency or disaster preparedness plans. All such plans should be consistent with this Plan and RCW 38.52.070.
 - c. At the onset of an emergency or disaster, local organizations and jurisdictions should communicate with each other and describe what response efforts are being conducted. Counties should provide situation reports and damage assessments to the state EOC. Cities should make reports to their county EOC.
10. State
 - a. Washington State conducts operations in accordance with:
 - (1) The Emergency Management Organizational Chart, Figure 1, Appendix 1;
 - (2) The Emergency Management Operational Chart, Figure 2, Appendix 1;
 - (3) The Emergency Support Function Participating Agency Responsibilities Matrix Chart, Figure 3, Appendix 1;
 - (4) The WAC 118.30.060 CEMP Annex List (1985), Figure 5, Appendix 1. See Appendix 1, for Direction and Control details.
 - b. The state EOC establishes response and recovery support priorities. Priorities are determined by the extent, size, duration, and complexity of the emergency or disaster and the availability of resources.

- c. At the onset of an emergency or disaster, state agencies will communicate and assess response efforts. Agencies with agency ESF responsibility will activate their procedures. State agencies will provide situation reports and damage assessments to the state EOC.
- d. The state EOC is operates under the Incident Command System (ICS) and consists of functional areas: Executive, Supervisory, Operations, Administration and Finance, Logistics, Public Information, and Information Analysis and Planning. Other areas may be added as warranted.
- e. The phase of EOC operations is dictated by the size and complexity of an event.
 - (1) Phase I - Routine Operations. 24-hour, 7-day a week Operation's Officers.
 - (2) Phase II - Enhanced Operations. Operation's Officers and selected Emergency Management Division and state agency staff.
 - (3) Phase III - Full Operations. Operation's Officers and Emergency Management Division, state agency, and other agency staff.
 - (4) Phase IV – Catastrophic Operations. State, federal, local and volunteer staff.

11. Federal

- a. The Federal Emergency Management Agency (FEMA) provides federal coordination, planning, training, and funding to support state and local jurisdiction efforts. The U.S. Army Corps of Engineers, Federal Highway Administration, and others can assist the state.
- b. In the event that the capabilities of state government are exceeded, federal disaster or emergency assistance may be requested. FEMA coordinates federal response activities in accordance with the FRP, and federal recovery assistance as prescribed in Public Law 93-288, as amended.
- c. Federal agencies use ESFs to support the state and local jurisdictions.

B. Emergency Management Concepts

- 1. The state EOC obtains and coordinates resources for state agencies and local jurisdictions responding to an emergency or disaster.

2. The local jurisdiction can request state or federal assistance through the state EOC, when public, private, mutual aid, and interlocal agreement resources are depleted. State agency responsibilities include maintaining an internal comprehensive emergency management program which supports continuity of government and fulfilling ESF support roles.
3. The Governor may proclaim a "State of Emergency" for a portion of the state or the entire state and invoke response and recovery actions. The Governor's proclamation allows expeditious resource procurement and directs maximum use of state assets. Recommendations for a proclamation of emergency are made by the Director of the Military Department or from a state agency through the state EMD.
4. Coordination
 - a. The Director for EMD coordinates the activities of state agencies with emergency support function responsibilities and cooperates with other state, provincial, and federal emergency management organizations.
 - b. Each state agency appoints a primary and alternate State Agency Emergency/Disaster Liaison Coordinator to coordinate emergency management activities in the state EOC.
 - c. After a proclamation of a major emergency or disaster, whether Presidentially declared or not, the Governor will appoint a State Coordinating Officer (SCO) to coordinate state and local disaster assistance efforts.
 - d. The Governor shall designate, after a Presidential Declaration, the Governor's Authorized Representative (GAR) who shall administer federal disaster assistance programs to state, local jurisdictions, and other grant or loan recipients. The SCO and GAR can be the same person.

C. Direction and Control

1. Direction and control provide supervision, authority, coordination, and cooperation of emergency management activities to ensure the continued operation of government and essential services during emergencies.
 - a. Operational direction and control of response and recovery activities within local jurisdictions is conducted by on-scene incident commanders who report to the local jurisdiction's EOC. Requests for assistance after public, private, and mutual aid or interlocal agreement resources are exhausted, should be requested by the county to the state EOC. Requests for assistance from cities that are independently recognized by the state as separate emergency management jurisdictions are made directly to the state EOC after public, private, mutual aid and interlocal agreement resources are exhausted.

- b. Operational direction and control of emergency management response and recovery activities within state agencies is conducted by the agencies' on-scene incident commanders. Requests for medical assistance should be directed to the jurisdiction in which the facility is located. Damage to leased facilities should be reported and assistance requested from the owner of the building(s). Loss or disruption to utilities should be reported to the utility. All other requests for assistance should be through the state agency to the state EOC.
- 2. The Governor's emergency powers are listed in RCW 43.06.010(12). The law provides in part: "The Governor, may, after finding that a disaster exists within this state or any part thereof which affects life, health, property, or the public peace, proclaim a state of emergency in the area affected and the powers granted the Governor during a state of emergency shall be effective only within the area described in the proclamation."
- 3. Continuity of government, direction, control, and coordination shown in Appendix 1, Figures 1 - 4.
 - Figure 1 Emergency Management Organizational Chart.
 - Figure 2 Emergency Management Operational Chart.
 - Figure 3 Emergency Support Function Participating State Agency Responsibilities Matrix.
 - Figure 4 CEMP/ESF/WAC 118.30.060 Annex Cross Reference Chart.

D. Emergency Operations Facilities

- 1. Counties and Cities

Counties in Washington State have emergency management organizations and plans according to RCW 38.52.070. Most incorporated cities are part of the county wide emergency management organization and plan. They are organized under the incident command system and have designate primary and alternate emergency operations centers.
- 2. State
 - a. The state EMD operates the state EOC for coordination of the state's actions during an emergency or disaster. The primary state EOC is located at Camp Murray, Building 20, with a 24-hour-a-day warning and communications capability. The location of the alternate emergency operations centers is determined as conditions dictate.
 - b. The state EOC may be activated when a state agency, county, or city EOC is activated. The decision to activate the state EOC can be made by the Governor, The Adjutant General, the Director of

the state EMD (or a designated representative), or the EMD Operation's Officer.

- c. State agencies staff the state EOC during activations.

3. Federal

- a. FEMA Region X in Bothell, Washington, provides assistance to the state during emergencies and disasters.
- b. FEMA, under the authority of the Public Law 93-288, establishes Disaster Field Offices (DFOs) to coordinate federal resources and Disaster Application Centers (DACs) to provide assistance to individuals, families, and businesses.

E. Mitigation Activities

- 1. Mitigation is the actions that reduce or eliminate long-term risk to the people, property, environment, and economy from natural and technological hazards. The *Washington State Hazard Mitigation Strategy* (HMS) provides a framework to demonstrate that mitigation is often the most cost effective and environmentally sound approach to reduce future loss. State agencies are required to assist EMD in the development, implementation, and maintenance of the HMS. The goal of the HMS is to maximize the disaster resistance of Washington State citizens, communities, businesses, and government through all-hazard planning and budgeting. The HMS shows how to identify, develop, implement, and evaluate strategies that reduce statewide vulnerability to natural and technological hazards. Chief among the strategies is state-sponsored hazard mitigation efforts
- 2. Mitigation strategies counter the hazards in the HIVA. They incorporate the information gathered from state agencies, private sector, and the public following disasters and emergencies.
- 3. State agencies are required to:
 - a. Review the HMS annually.
 - b. Coordinate the completion of recommendations for which they have lead responsibility and educate their staff regarding their agencies responsibilities.
 - c. Report completed recommendations as soon as possible and provide an annual update, by August 31 of each year, on the progress of recommendations to the EMD Hazard Mitigation Strategist.
 - d. Participate on the Hazard Mitigation Survey Team, as needed, following any Presidential Disaster Declaration.

- e. Conduct structural and non-structural hazard analysis of their facilities to identify and mitigate hazardous conditions.

F. Preparedness Activities

1. Washington State agencies should develop operational capabilities and facilitate response in the event of an emergency or disaster.
2. Resources

At a minimum, state agencies should consider the following preparedness activities:

- a. Conducting a resource need and availability assessment for disaster scenarios. They should consider personnel, equipment, facilities, critical business functions and operations, and materials for life and family protection safety.
 - b. A resource inventory should be developed and kept current.
 - c. Establishing a method for resource coordination and integration among responding agencies, departments, and individuals.
 - d. The need for mutual aid and memorandums of agreement should be determined and established, whether verbal or written, and referenced or included in the agency internal CEMP.
 - e. Development of procedures to document and report emergency or disaster-related expenditures to qualify for insurance, state, or federal reimbursement.
3. Organizational Roles and Responsibilities
 - a. Lines of authority should be identified and documented for continuity of government. Agency individuals with departmental internal and external responsibilities during mitigation, preparedness, response, and recovery phases should be identified and documented.
 - b. Roles and responsibilities, emergency operational procedures, and checklists should be identified for each specific appropriate ESF identified in the plan.
 - c. Conduct at least annual preparedness training and education and plan maintenance to validate emergency plans and procedures.

G. Response Activities

1. State agencies should establish response strategies and actions to be taken immediately before, during, or directly after an emergency occurs to save lives, minimize damage to property and the environment, and

enhance the response effectiveness in disaster recovery and business resumption.

2. Specific state agency ESF response activities are listed as part of this Plan.
3. State agencies should, at the minimum, establish the following response activities:

- a. Notification and Activation

Implement procedures for:

- (1) Processing emergency calls or information.
- (2) Activation of emergency operations procedures.
- (3) Notification of personnel who have response duties.
- (4) Mobilization or demobilization of services.
- (5) Continuity of government.

- b. Communications

Implement communications procedures, including data and voice, in support of emergency operations.

- c. Public Information

Activate procedures to disseminate and respond to requests for disaster information involving the agency, employees, responders, the public, and the media.

- d. Evacuation and Sheltering in Place

Implement procedures to authorize, initiate, and accomplish evacuation or sheltering in place.

- e. Personnel Identification and Accountability

- (1) Control access to the area affected by the emergency or disaster.
- (2) Identify personnel engaged in activities at the incident.
- (3) Account for personnel engaged in incident activities.

- f. Mass Care

Implement procedures for providing or requesting mass care for personnel or populations affected by the emergency or disaster.

g. Disaster Health Services

Activate procedures to provide for mental health and physical well being of individuals affected by the emergency or disaster.

h. Fatality Management

Implement procedures to recover, identify, and safeguard remains.

i. Integration of Response and Recovery Activities

Implement procedures for maintaining the continuity of response activities while initiating and conducting recovery activities.

- j. Emergency Support Function Responsibilities

Conduct and manage ESF primary and supporting agency responsibilities as reflected in this plan.
- k. Administration and Finance

Activate procedures to track and manage personnel time and expenditures related to the event.

H. Recovery Activities

- 1. State agencies should establish comprehensive disaster recovery and business resumption strategies and activities to return vital systems to no less than minimum operating standards with additional long-term activities designed to return life and business operations to normal or improved levels. State agencies should conduct a business impact analysis in order to establish short and long-term recovery goals and objectives. These goals and objectives should recognize but not be limited by the following considerations:
 - a. Health and safety of employees and clients.
 - b. Continuity of operations and services.
 - c. Environmental impact of disaster.
 - d. Economic impact.
 - e. Regulatory and contractual requirements.
 - f. Good will.
 - g. Conducting and managing ESF responsibilities as part of ESF 21, Recovery and Restoration, and/or responsibilities pertaining to the Washington State Recovery and Restoration Task Force (RRTF).
- 2. Short-term recovery goals should allow for:
 - a. Identifying essential records, vital systems and operations.
 - b. Establishing priorities for reinstatement of systems and operations.
 - c. Establishing maximum acceptable downtime before reinstatement to an acceptable system and operational level.
 - d. Identifying minimum resources needed to recover business operations.

3. Long-term recovery goals should consider:
 - a. Strategic planning, to include budgeting for structural and non-structural repairs, and mitigation.
 - b. Management and coordination of recovery activities.
 - c. Managing fiscal operations and recovery funding.
 - d. Management of volunteer, contractual, mutual aid, and agency resources.
 - e. Development and implementation of mitigation goals and activities.
4. Recovery Tasks and Responsibilities

State agencies should identify recovery tasks and responsibilities to achieve short and long-term goals and objectives. State agencies should at minimum include the following recovery tasks and responsibilities in their internal CEMP:

 - a. Organization and staffing for continuity of government.
 - b. Essential records maintenance.
 - c. Resource procurement.
 - d. Restoration of utility services.
 - e. Damage assessment documentation and record keeping.
 - f. Operation of business with either limited or no utility services in place.
 - g. Agency, local jurisdiction, state, and community resource coordination.
 - h. Debris and waste removal.
 - i. Restoration and salvage.
 - j. Personnel reunification.
 - k. Identification of recovery resources.
 - l. Identification of recovery funding sources.
5. Post-Disaster Situation Evaluation Analysis

State agencies should conduct a post-disaster situation analysis, and an after-action report to review and determine the effectiveness of established operating procedures, assigned tasks, and responsibilities.

V. RESPONSIBILITIES

A. Purpose

Identify state agencies and other participating organizations with responsibilities for emergency management. State agencies have a two-fold responsibility in implementing an emergency management program. Each responsibility is equally important and does not take precedence over the other. State agencies should be prepared to mitigate, prepare for, respond to, and recover from an emergency or disaster in order to resume business or provide continuity of government for their stated, legally mandated agency mission. Additionally, they must provide state resources and disaster assistance to state government, local jurisdictions, tribal governments, and other organizations coordinated through the state EOC, as listed in the ESFs of this plan.

B. Concept of Operations - Overview

Participating state agencies and those agencies and organizations with joint primary, primary, and support responsibilities for performing ESFs are shown in Emergency Support Function Participating Agency Responsibilities Matrix, Figure 3, Appendix 1.

C. Agency or Other Department Responsibilities

Detailed responsibilities for specific state agencies and other participating agencies are presented in the CEMP State Agency Responsibilities section. State agencies are listed in alphabetical order and all other participating agencies, such as the American Red Cross, the Emergency Management Council, and private sector organizations are listed at the end. Every state agency is also responsible for developing, training, exercising, evaluating, and maintaining an internal agency CEMP.

All state agencies, including those specifically listed as direct support agencies in items 1 - 41 below, have a responsibility for ESF 2, ESF 3, ESF 5, ESF 7, ESF 21, ESF 23, and ESF 24. These responsibilities are shown as All Agencies in Figure 3, ESF Participating Agency Responsibilities Matrix, as part of Appendix 1, Direction and Control, but are NOT listed again under each separate agency category on the matrix, or in items 1 - 39 below, to save space.

1. Washington State Department of Agriculture

ESF Joint Primary Agency
(with Fish and Wildlife) for:
ESF Support Agency for:

ESF 25
ESF 5, ESF 7, ESF 8,
ESF 10, ESF 11, ESF 21, ESF 23

- a. Assists in the coordination of interstate and international food safety activities through the state EOC Executive Section and the federal Food and Drug Administration (FDA) as appropriate.
- b. Checks food including milk products, feeds, and other commodities for injurious contamination within processing and distribution areas.
- c. Provides inspection services following a disaster to ensure wholesomeness of farm products in accordance with statutory requirements during the recovery period.
- d. An Assistant State Veterinarian represents the Washington State Department of Agriculture (WSDA) in the state EOC Executive Section.
- e. Provides current information on the disposal of contaminated crops and dead livestock, Annex E, Appendix 3 – Dead Animal Disposal.
- f. Protects the public from consuming adulterated food through the implementation of food control measures in coordination with other agencies and local jurisdictions.
- g. Coordinates with other government agencies and private organizations in combating farm animal disease in the recovery period.
- h. Coordinates with the United States Department of Agriculture (USDA) and other agencies to provide current information on farms, food crops, food processors and distributors, and other agricultural data under Washington State Department of Agriculture's (WSDA) authority.
- i. Provides current information for potentially affected areas about farms, food crops, food processors and distributors, and other agricultural data under the department's authority. Provides pesticide disposal services as part of disaster recovery.
- j. Provides support by sending staff to the affected jurisdiction or facility EOC, the state EOC, Food Safety and Animal Health Division field offices, and at the scene to implement appropriate protective actions as needed.
- k. In coordination with WSDA, each county should continue to expeditiously assemble field and laboratory data and issue agricultural advisories to protect the agricultural community.
- l. Provides public information officer support as needed to the Office of the Governor, the state EMD, the state EOC, the Joint Information Center (JIC), the Washington Emergency Information

Center (WEIC), or the lead state response agency during response and recovery activities.

- m. Provides representation to the RRTF in accordance with ESF 21, as a core member.

2. Washington State Office of the Attorney General

ESF Support Agency for: ESF 10, ESF 21, ESF 24

- a. Provides and coordinates legal advice to state agencies.
- b. Reviews agreements, contracts, and other emergency or disaster-related documents for form and content.
- c. Provides consumer protection and fair business practices services.
- d. Coordinates with the Washington State Bar Association to provide legal assistance to emergency or disaster services.
- e. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- f. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- g. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

3. Washington State Office of the State Auditor

- a. Assists the Governor and the state EOC in the administration of emergency or disaster-related budgets.
- b. Provides assistance to local jurisdictions with their financial record-keeping systems for emergency or disaster work; e.g. presenting instructions in record-keeping procedures to applicants during briefings.
- c. Conducts audits of emergency or disaster assistance applications pursuant to the Office of Financial Management and Office of Management Budget Circular A-133.

4. Washington State Board for Community and Technical Colleges

- a. Provides emergency or disaster analysis reports to the state EOC on the status of community colleges in affected areas.

- b. Provides for temporary use of community college facilities upon request and approval from the local community college board of trustees.
- c. Schedules damage assessment activities for community college sites and facilities.
- d. Coordinates Project Worksheet (PW) Team activities at affected community colleges.
- e. Documents and reports community college emergency or disaster related expenditures to qualify for state and/or federal reimbursement.
- f. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.
- g. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.

5. Washington State Department of Community, Trade and Economic Development

ESF Primary Agency for: ESF 12
 ESF Support Agency for: ESF 1, ESF 5, ESF 10, ESF 21

- a. Prepares and updates energy supply contingency plans for implementation in the event of energy shortages or emergencies.
- b. Provides information to the state EMD regarding location and quantity of petroleum supplies, location, extent, and restoration status of electricity supply outages or disruptions, and status of shortages or supply disruptions of natural gas.
- c. Apprises the Governor when conditions exist which may warrant the declaration of a statewide or localized energy supply alert or emergency. Serves as a coordinator of energy availability and distribution issues during emergency or disaster situations.
- d. Develops an economic recovery strategy plan to support the financial recovery of the affected jurisdiction(s).
- e. Administers energy allocation and curtailment programs in accordance with the Governor's energy emergency powers legislation.
- f. Provides staffing and administrative support for the Energy Facility Site Evaluation Council (EFSEC) activities and responsibilities.

- g. Administers the Public Works Trust Fund programs.
- h. Conducts a public relations campaign designed to reduce the negative public national and international perception of the situation resulting from the disaster to support quick resumption of normal trade and tourism activities.
- i. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.
- j. Provides leadership, advice, and public information support to the Washington State RRTF in accordance with ESF 21, as deemed necessary.

6. Washington State Conservation Commission

ESF Support Agency for: ESF 3, ESF 4

- a. Provides outreach to the agricultural community through local conservation districts.
- b. Coordinates with all levels of government and the private sector to reduce or alleviate the affects of emergencies or disasters on renewable natural resources.

7. Washington State Department of Corrections

ESF Support Agency for: ESF 4, ESF 7, ESF 22

- a. Provides minimum-security inmate personnel for sandbagging, evacuation assistance, firefighting crews, and other emergency or disaster work.
- b. Provides shelter for emergency or disaster victims at correction facilities, as possible.
- c. Coordinates PW Team activities at affected facilities.
- d. Provides personnel and equipment to assist the Washington State Patrol (WSP) with special assignments.
- e. Coordinates the documentation and reporting of emergency or disaster-related expenditures to qualify for state or federal reimbursement.
- f. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.

8. Washington State Department of Ecology

ESF Joint Primary Agency

(with Washington State Patrol) for: ESF 10

ESF Support Agency for: ESF 2, ESF 3, ESF 4, ESF 9,
ESF 12, ESF 21, ESF 23, ESF 24

- a. Serves as the lead agency for emergency environmental pollution response and cause investigation.
- b. Serves as the state lead agency for offsite cleanup of hazardous materials or wastes, including mixed wastes and suspect substances.
- c. Coordinates and manages the overall state effort to detect, identify, contain, clean up, and dispose of or minimize releases of oil or hazardous materials.
- d. Acts as the state On-Scene Coordinator (OSC) for oil and hazardous substance spills and coordinates with the Washington State Patrol (WSP), who assumes responsibility as the incident commander, for clean up activities at spills occurring on state highways. Coordinates with the Department of Natural Resources (DNR), state EMD, Department of Fish and Wildlife (WDFW), Parks and Recreation Commission, the US Coast Guard, the Environmental Protection Agency, and local fire agencies as appropriate, for spills that may or will affect state waters.
- e. Participates in the maintenance of the Northwest Area Contingency Plan for oil and hazardous material spills.
- f. Provides meteorological and air modeling reviews upon request. Measures ambient air concentrations for particulate materials, carbon monoxide, sulfur dioxide, and other contaminants. Evaluates public health impacts in coordination with the Department of Health (DOH).
- g. Assists in flood control planning, flood fights, and post emergency or disaster damage assessments. Provides reports regarding the condition and effectiveness of flood control facilities.
- h. Administers the Flood Plain Management Program.
- i. Coordinates drought planning, water supply loans and grants, and the state Emergency Water Revolving Account.
- j. Manages the Dam Safety Program.
- k. Serves as a member of the Preliminary Damage Assessment (PDA) Team to provide damage assessments on the following:
 - (1) Dikes, levees, dams, drainage channels, and irrigation works.

- (2) Public and private non-profit utilities, such as sanitary sewage systems, storm drainage systems, and dam systems.
- (3) Debris removal from river channels and lakes.
- l. Participates on PW Teams to conduct inspections of other state and local jurisdiction facilities damaged by an emergency or disaster.
- m. Provides non-radiological technical information regarding Hanford Reservation hazards and site operations.
- n. Monitors state waters suspected of contamination due to an emergency or disaster.
- o. Coordinates with and assists DOH and WSDA in developing and implementing procedures for sampling food crops, waterways, and other environmental media that may be contaminated.
- p. Provides staff support to the state EOC, and local jurisdictions or facilities, as necessary.
- q. Provides telecommunications systems support to the state EOC within capabilities, in accordance with ESF 2, Telecommunications/Information Services and Warning.
- r. Reviews tank vessel prevention plans concerning vessel operations and management. Consults with the maritime industry and environmental interests to establish standards for vessel safety and environmental protection.
- s. Identifies potential high-risk vessels to determine if they present a substantial risk to public health, safety, and the environment.
- t. Makes on-site inspections of spills and accidents involving marine vessels to determine the cause of the incident, and makes recommendations for remedial actions.
- u. Provides maritime expertise and advice to the State OSC.
- v. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.
- w. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.

- x. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

9. Washington State Department of Employment Security

ESF Support Agency for: ESF 7, ESF 21

- a. Serves as the lead agency in the state EOC for coordinating acquisition of emergency or disaster human resources.
- b. Provides reemployment interviewing and possible employer contacts for those unemployed as a result of an emergency or disaster.
- c. Assumes the responsibility for implementing and directing those federal human resource programs for which the Department has a like program in the event the U.S. Department of Labor cannot function until federal direction is reestablished.
- d. Administers the Disaster Unemployment Assistance Program that provides compensation to eligible emergency or disaster victims.
- e. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.
- f. Provides representation to the Washington State RRTF in accordance with ESF 21, as deemed necessary.

10. Washington State Energy Facility Site Evaluation Council (EFSEC), CTED

ESF Support Agency for: ESF 10, ESF 21

- a. Siting and regulating major energy facilities including Energy Northwest's Columbia Generating Station on the Hanford Site.
- b. Specific Columbia Generating Station response duties are set out in the *Washington State Integrated Fixed Facility Radiological and Chemical Protection Plan* in the event of an emergency.
- c. The EFSEC Chair has authority to take emergency action at facilities sited under Chapter 80.50 RCW and is part of the Columbia Generating Station Executive Decision Response Group.
- d. Supports the Nuclear Regulatory Commission's (NRC) Liaison Officer when requested.
- e. Supports the development of public information.
- f. Supports the development of recovery plans and procedures.

- g. Provides representation to the Washington State RRTF in accordance with ESF 21, for an event at the Columbia Generating Station.

11. Washington State Office of Financial Management

ESF Support Agency for: ESF 1, ESF 3, ESF 4, ESF 7, ESF 8, ESF 12, ESF 21

- a. Assists with the compilation of emergency or disaster related financial information.
- b. Assists the state EMD and other state agencies with funding aspects of emergency or disaster programs and funds.
- c. Provide assistance in the identification and location of state facilities and equipment
- d. Provides state agencies advice on liability issues, the purchase of insurance, and addresses insurance coverage through the Division of Risk Management (moved from GA).
- e. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

12. Washington State Department of Fish and Wildlife

ESF Joint Primary Agency
(with Dept. of Agriculture) for: ESF 25
ESF Support Agency for: ESF 2, ESF 3, ESF 4, ESF 9, ESF 10, ESF 12, ESF 21, ESF 22

- a. Supports the functional role of WDFW as outlined in the CEMP.
- b. Provides personnel and equipment to reinforce the WSP for special assignments associated with ESF 22, Law Enforcement, and/or support state EOC communication systems requirements in accordance with ESF 2, Telecommunications/Information Services and Warning.
- c. Provide law enforcement support to the WSP or the Washington State Department of Transportation (WSDOT).
- d. Provides personnel and equipment, such as commissioned officers with 4 x 4 vehicles and boats, self-contained underwater breathing apparatus, and capabilities to support ESF 9, Search and Rescue.
- e. Supplies water tank trucks and potable water at selected sites as available.
- f. Provides initial damage assessment estimates on department, other state, and local facilities as a member of the PDA Team.

- g. Participates on PW Teams to conduct inspections of department facilities damaged by an emergency or disaster.
- h. Reviews all approved PWs to assure compliance with the hydraulics permit requirements.
- i. Provides aerial reconnaissance of impacted areas.
- j. Provides air transportation upon request.
- k. Assists local jurisdictions in evacuating individuals or property from an emergency or disaster area.
- l. Makes recommendations for preventing and/or modifying public consumption of contaminated food from fisheries or wildlife habitats.
- m. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- n. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- o. Provides public information personnel to support state emergency public information activities as directed by the Governor's Communication Director, or the WEIC Officer.
- p. Provides information to the RRTF on the impact of recovery activities on the fish, aquatic resources, fish and wildlife habitat, hunting and fishing seasons, and the Department's resources.
- q. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

13. Washington State Department of General Administration

ESF Primary Support for:	ESF 3, ESF 7, ESF 11
ESF Support Agency for:	ESF 1, ESF 5, ESF 6, ESF 7 - Appendix 1 & Appendix 2, ESF 8, ESF 9, ESF 12, ESF 21, ESF 23, ESF 24

- a. Locates, procures, and issues resources necessary to support recovery efforts (i.e., emergency relief supplies, space, office supplies and equipment, contracting services, telecommunications, communications, and other emergency equipment).

- b. Obtains appropriate food supplies through governmental and non-governmental sources. Arranges for the transportation of food supplies to designated staging areas within the affected area(s).
- c. Provides food to recognized relief organizations for mass feeding and distribution after an emergency or disaster proclamation by the Governor of Washington State, the Secretary of the USDA, or a declaration of emergency or disaster by the President of the United States.
- d. Coordinates and administers the emergency food stamp program.
- e. Provides initial damage assessment and estimates on state-owned buildings and Capitol Campus facilities under the control of the Department of General Administration (GA) as a member of the PDA Team.
- f. Participates on the PW Team to conduct inspections of General Administration facilities damaged by an emergency or disaster.
- g. Provides damage assessment estimates on other state and local facilities as a member of the PDA Team.
- h. Coordinates relocation of state offices and acquisition of new office space when necessitated by an emergency or disaster.
- i. Provides engineering, architectural contract, and administration support for construction projects.
- j. Restores consolidated mail services as soon as possible after an emergency or disaster.
- k. Assists in the state EOC for coordinating emergency or disaster donated goods and services.
- l. Assists state agencies' emergency recovery personnel in obtaining fuel.
- m. Provides appropriate motor vehicles to state EMD and other response and recovery agencies on a priority basis during an emergency or disaster.
- n. Receives, accounts for, and distributes relief supplies in accordance with the priorities established in the state EOC.
- o. Hosts all dignitaries visiting the emergency or disaster site in coordination with the state EOC.
- p. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.

- q. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.
- r. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

14. Washington State Office of the Governor

ESF Support Agency for: ESF 21

- a. Proclaims, as necessary, a State of Emergency as prescribed in RCW 43.06.010 (12).
- b. Assumes direct control over an emergency or disaster operation from the primary EOC, alternate state EOC, or another location.
- c. Provides liaison to the governors of other states in emergency or disaster-related matters.
- d. Provides coordination to state agencies and local jurisdictions with tribal governments that were impacted by the event.
- e. Ensures actions are taken to preserve cultural resources of the Indian Nations and their members.
- f. Requests federal assistance from either the President or other appropriate federal agencies.
- g. Issues, amends, or rescinds the necessary orders, rules, and regulations to carry out emergency management operations.
- h. Designates the Governor's Communications Director to serve as the Emergency Public Information Officer for the state of Washington.
- i. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

15. Washington State Department of Health

ESF Primary Agency for: ESF 8
 ESF Support Agency for: ESF 2, ESF 5, ESF 7, ESF 9, ESF 10, ESF 11, ESF 21, ESF 23, 24

- a. Provides and coordinates comprehensive assessments of the public health impact of emergencies and disasters to include describing the distribution levels and types of health impacts and effects on the continued ability to provide essential public health services.

- b. Provides liaison with the federal Centers for Disease Control and Prevention, and other states and provincial health agencies, as potential sources of consultation and/or direct assistance.
- c. Provides coordination and assistance to local health jurisdictions to determine the need for additional health care providers, medical equipment, and medical supplies during an emergency or disaster.
- d. Assists local health authorities with the inventory and supply of medical equipment and facilities
- e. Provides assistance to local health departments, public and private health care institutions, and other local government agencies with identification, treatment, and control of communicable diseases and non-communicable disease risk, which threaten public health.
- f. Provides state laboratory services to support the detection, identification, and analysis of hazardous substances that may present a threat to public health.
- g. Provides consultation to local health agencies in the regulation and inspection of consumable foods and food production at their point of consumption in areas affected by the emergency or disaster.
- h. Provides consultation to support local health agencies in the maintenance of required potability and quality of domestic water supplies affected by the emergency or disaster.
- i. Provides technical assistance and advice to local health agencies in dealing with public health issues concerning the sanitary control, handling, and disposal of solid waste and other refuse during an emergency or disaster.
- j. Provides consultation to support local health agencies to assist in the identification, disease testing, and control of small animal, insect, and rodent populations that present potential and actual hazards to public health.
- k. Provides consultation to local health agencies on the public health aspects of the identification, processing, storage, movement, and disposition of the deceased.
- l. Serves as lead agency in the state EOC for coordinating medical and public health services during emergency or disaster activities.

- m. In support of local authorities, provides technological assessment, toxicological analysis, and radiological support services in emergencies or disasters.
- n. Inspects and supervises the establishment of emergency pharmacies and other places in which drugs or devices are stored, held, compounded, dispensed, sold, or administered.
- o. Serves as the lead agency to manage emergencies involving drug and device tampering, to include drafting emergency regulations as needed.
- p. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.
- q. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.
- r. Provides representation to the Washington State Recovery and Restoration Task Force, in accordance with ESF 21, as a core member.

16. Washington State Governor's Office of Indian Affairs

ESF Support Agency for: ESF 21, 24

- a. Assists in the notification to the tribes in the event of emergencies and disaster-related matters.
- b. Facilitates and expedites state and federal emergency or disaster assistance to the tribes and promotes intergovernmental cooperation between the tribes and local jurisdictions in all emergency or disaster-related matters.
- c. Provides public information support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- d. Provides representation to the Washington State RRTF in accordance with ESF 21 as deemed necessary.

17. Washington State Department of Information Services

Joint Primary Agency

(with EMD) for:

ESF 2

ESF Support Agency for:

ESF 7, ESF 21, ESF 24

- a. Advises other state agencies regarding business resumption planning.

- b. Reviews completed agency disaster recovery and business resumption plans.
- c. Assists the state EMD with the coordination and monitoring of telecommunications system restoration in accordance with Emergency Support Function 2 - Telecommunications/Information Services and Warning.
- d. Provides representation to the Washington State RRTF in accordance with ESF 21 as deemed necessary.

18. Washington State Office of the Insurance Commissioner

ESF Support Agency for: ESF 21

- a. Oversees the verification of settlements paid to claimants covered in accordance with valid insurance policies through coordination with the insurance industry and the public.
- b. Determines if insurance, as required for federal financial assistance, relates to the type(s) of hazards described in the Presidential Disaster Declaration, and determines if the type of and amounts of insurance being required are reasonable.
- c. Coordinates emergency and disaster response and recovery issues with the insurance industry.
- d. Provides graphics and editorial support during response and recovery activities.
- e. Provides public information and support to the Office of the Governor, the state EOC, or the lead state response agency during response and recovery activities.
- f. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

19. Washington State Department of Labor and Industries

ESF Support Agency for: ESF 3, ESF 7, ESF 8, ESF 10, ESF 21, ESF 24

- a. Examines electrical installations, boilers, pressure vessels, manufactured housing, and work establishments to assure work place safety compliance for all workers, including those involved in response and recovery activities. Determines when a facility/industry is safe for occupancy and resumption of activity.
- b. Provides support for evaluation of mobile homes for level of damages and occupancy during recovery activities.
- c. Provides state laboratory services and/or equipment to support the detection, identification, and analysis of hazardous substances that may present a threat to public health.
- d. Provides worker safety support according to agency plans.
- e. Provides specific support in terms of certifying personal protective equipment as such equipment becomes available for use by state and local jurisdictions.

- f. Provides workers' compensation benefits to those injured on the job, including during an emergency or disaster.
- g. Provides medical care and lost earnings supplements to victims of crime who have no other coverage.
- h. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- i. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.
- j. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

20. Washington State Department of Licensing

ESF Support Agency for: ESF 3, ESF 7, ESF 8

- a. Verifies non-medical professions and technical personnel credentials assisting in response and recovery activities as required.
- b. Provides business and professional licensee information necessary to emergency or disaster response activities.
- c. Provides verification of registered owners title and registration information in the recovery phase for insurance purposes.
- d. Represents death care concerns of the state and provides a Funeral and Cemetery Unit liaison to the DOH in accordance to ESF 8, Appendix 6 - Mortuary Services.
- f. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- e. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.

21. Washington State Office of the Lieutenant Governor

In the absence of the Governor:

- a. Proclaims, as necessary, a State of Emergency as prescribed in RCW 43.06.010 (12).
- b. Assumes direct control over an emergency or disaster operation from the primary or alternate state EOC or other location.

- c. Provides liaison to the governors of other states in emergency or disaster-related matters.
- d. Requests federal assistance from either the President or other appropriate federal agencies.
- e. Issues, amends, or rescinds the necessary orders, rules, and regulations to carry out emergency management operations.

22. Washington State Liquor Control Board

ESF Support Agency for: ESF 2, ESF 22

- a. Provides personnel to augment the WSP for special assignments.
- b. Provides telecommunications resources in support of statewide operational requirements in accordance with ESF 2 - Telecommunications/Information Services and Warning.
- c. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- d. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.

23. Washington State Military Department

a. Emergency Management Division

ESF Joint Primary Agency
(with DIS) for: ESF 2

ESF Joint Primary Agency
(with WSDOT) for: ESF 9

ESF Primary Agency for: ESF 5, ESF 6, ESF 7 - Appendix 1,
ESF 21, ESF 23, ESF 24

ESF Support Agency for: ESF 1, ESF 3, ESF 4, ESF 8,
ESF 10, ESF 11, ESF 12, ESF 20,
ESF 22, ESF 25

- 1. Establishes the state emergency management organization to include staffing for normal activities and emergencies or disasters, and assists local jurisdictions in developing emergency management organizations.
- 2. Serves as the lead state agency for the development and implementation of this plan. Advises and assists other state agencies and local governments in the development of emergency or disaster plans and programs which are in

compliance with applicable state or federal laws, rules, regulations, and executive orders.

3. Designates planners with responsibility for the coordination of plans with other organizations. Provide for a cyclic plans review process as stated in the CEMP.
4. Provides emergency and disaster-related training and orientation to state and local officials to familiarize them with emergency or disaster-related responsibilities, operational concepts, and procedures.
5. Prepares and carries out Washington State plans and procedures to ensure that public health and safety are restored, and normal activities are resumed after a disaster.
6. Provides liability coverage and indemnification to registered emergency workers of local jurisdictions operating in a good faith attempt to protect lives, property, and the environment in accordance with RCW 38.52.180.
7. Establishes and maintains a statewide communications capability.
8. Establishes and maintains a statewide warning capability and provides warning of impending emergencies or disasters to affected political subdivisions.
9. Identifies actual and planned actions of commercial telecommunications companies to restore telecommunications capabilities and services.
10. Coordinates the acquisition and deployment of additional telecommunications equipment, personnel and resources necessary to establish temporary communications capabilities within the affected area(s).
11. Maintains continuous preparedness and response capabilities through a 24-hour Duty Officer system.
12. Coordinates sheltering procedures with WSP, WSDOT, and other agencies as appropriate.
13. Assures the continuity of resources (technical, administrative, and material) to support 24-hour operations for a protracted period.
14. Receives and processes requests from local jurisdictions for specific state and federal emergency and disaster related assets and services.

15. Coordinates state assets to support local jurisdictions in need of supplemental emergency or disaster assistance.
16. Coordinates the provision of statewide search, rescue, and recovery assets to supplement the efforts of local jurisdictions.
17. Initiates the request to activate the RRTF and assists in the activation once ordered by the Governor.
18. Establishes and maintains an Emergency Public Information Program to disseminate information to the public and the news media regarding personal safety or survival, emergency and state response actions, and the details of disaster assistance programs. After an emergency or major disaster declaration by the President, state public information programs will be coordinated with those of the federal government.
19. Prepares the Presidential Disaster Request for the Governor's signature.
20. Provides overall administration and coordination for the processing of applications for federal disaster assistance authorized by PL 93-288 and/or other enabling legislation.

b. National Guard

ESF Primary Agency for:	ESF 20
ESF Support Agency for:	ESF 1, ESF 2, ESF 3, ESF 4, ESF 5, ESF 7, ESF 8, ESF 9, ESF 10, ESF 11, ESF 21, ESF 22, ESF 23, ESF 24, ESF 25

1. Coordinates military support to civil authorities in accordance to ESF20 - Military Support to Civil Authorities.
2. Provides:
 - (a) Limited air and land transportation of personnel and equipment.
 - (b) Armories, tents, and available land.
 - (c) Limited power generation capabilities.
 - (d) Limited air traffic control functions
 - (e) Light Urban Search and Rescue forces.

- (f) Limited water purification.
- 3. Assists local governments and the WSP by providing supplementary security forces to patrol damaged areas, establishing roadblocks, and directing traffic for the preservation of law and order.
- 4. Supplements state emergency communications systems requirements within capabilities.
- 5. Provides aerial reconnaissance, photographic missions, and radiological monitoring as required. Coordinates with WSDOT in accordance to ESF 7 – Resource Support, to provide aerial reconnaissance and photographic missions, as requested and within capabilities.
- 6. Provides limited emergency medical assistance.
- 7. Provides limited mass feeding.
- 8. Provides initial damage assessment estimates on Military Department facilities as a member of the PDA Team.
- 9. Participates in PW Teams to conduct inspections of Military Department facilities damaged by an emergency or disaster.
- 10. Provides radiological data from military and mobilization sites.
- 11. Provides assistance for emergency traffic regulation, Movement Control.
- 12. Provides public affairs officer support to the Office of the Governor, The Adjutant General, the state EMD, the state EOC, or the lead state agency during response and recovery activities.

24. Washington State Department of Natural Resources

ESF Joint Primary Agency
(with WSP) for:

ESF Support Agency for:

ESF 4

ESF 2, ESF 3, ESF 7, ESF 9,
ESF 10, ESF 12, ESF 21, ESF 22,
ESF 24

- a. Serves as an agency in the state EOC for coordinating emergency or disaster firefighting and suppression activities.

- b. Mobilizes personnel and equipment during emergency or disaster operations for suppression and control of wildland fires or other conflagrations.
- c. Provides initial non-fire related emergency or damage assessment estimates on facilities and lands managed by Department of Natural Resources (DNR) as a member of the PDA Team.
- d. Participates on PW Teams to conduct inspections of the DNR's facilities and lands, as well as other state and local facilities damaged by an emergency or disaster.
- e. Coordinates or conducts debris removal, land reclamation, and road reconstruction of DNR's administered and/or protected lands.
- f. Provides radio-equipped vehicles and personnel to reinforce the Washington State Patrol and/or state EOC communications systems requirements in accordance with ESF 2 - Telecommunications/ Information Systems and Warning.
- g. Provides emergency air and ground transportation for emergency personnel and equipment.
- h. Provides mobile field kitchens for mass care feeding of emergency or disaster workers and victims.
- i. Provides aerial reconnaissance as required.
- j. Provides bulldozers, trucks, and other heavy equipment in an emergency or disaster.
- k. Provides a geologist to work in the state EOC to provide scientific information in geology.
- l. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- m. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during emergency and disasters.
- n. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

25. Washington State Parks and Recreation Commission

ESF Support Agency for: ESF 1, ESF 2, ESF 3, ESF 4, ESF 5, ESF 7, ESF 9, ESF 10, ESF 21, ESF 22, ESF 23, ESF 24

- a. Makes state park facilities available as assembly, relocation, and dispatch areas for emergency or disaster operations, mass care, and temporary housing.
- b. Provides initial damage assessment estimates on state parks, recreation facilities, public marine facilities, and other state facilities as a member of the PDA Team.
- c. Participates on PW Teams to conduct inspections of state parks, recreational facilities, public marine facilities, and other state facilities damaged by an emergency or disaster.
- d. Provides enforcement personnel and equipment to the Washington State Patrol for special assignments, and/or supports the state EOC telecommunications systems requirements within capabilities in accordance with ESF 2 - Telecommunications/Information Services and Warning.
- e. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC during an emergency or disaster.
- f. Provides representation to the Washington State RRTF in accordance with ESF 21, as deemed necessary.

26. Washington State Department of Personnel

ESF Support Agency for: ESF 7

- a. Assists the state EOC and other state agencies with the hiring of temporary personnel.
- b. Searches personnel records for certain classifications of personnel qualified for emergency or disaster work assignments.
- c. Provides assistance in training related to emergency or disaster work.

27. Washington State Department of Printing

Provides emergency printing upon request from the state EOC and other state agencies in support of emergency response and recovery activities.

28. Washington State Superintendent of Public Instruction

ESF Support Agency for: ESF 1, ESF 11

- a. Coordinates information on availability of school buses and facilities for sheltering during an emergency or disaster.

- b. Collects information on initial damage assessment estimates on public schools, educational service districts, and private schools as well as other state and local jurisdiction facilities. Makes collected information available to the state EOC.
- c. Provides information to PW Teams for their conduct of inspections of educational facilities damaged by an emergency or disaster.
- d. Assists educational service districts and local school districts to repair or replace school facilities damaged by an emergency or disaster as their advocate.
- e. Assists federal agencies in preparing emergency or disaster damage inventories and assists local educational agencies to repair or replace school facilities damaged by an emergency or disaster (Public Laws 81-815 and 82-874).
- g. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- f. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.

29. Washington State Department of Retirement Services

ESF Support Agency for: ESF 7

- a. Ensures the timely distribution of monthly retirement benefits to retirees in the form of warrants and direct deposits.
- b. Takes action to reduce or eliminate the potential effects of any emergency or disaster on the retirement records and systems.
- c. Restores retirement services at the earliest opportunity.
- d. Provides public information support to the affected persons on the status of retirement services benefits.

30. Washington State Department of Revenue

ESF Support Agency for: ESF 21, ESF 23

- a. Assists in compiling statistics related to the fiscal impacts of an emergency or disaster.
- b. Provides assistance to local jurisdictions for maintenance or reconstruction of tax records.

- c. Adjusts tax reporting/collection requirements to allow for business resumption.
- d. Assists in evaluating damage to forests determining marketability and tax impacts.
- e. Assists in evaluating damage to real property, utilities, etc.
- f. Provides representation to the Washington State RRTF in accordance with ESF 21, as deemed necessary.

31. Washington State Office of the Secretary of State

- a. Coordinates the state's essential records protection program including provision of a central records protection site.
- b. Assists state and local jurisdictions with prevention of damage to records and restoration of declared damaged records.
- c. Expedites processing of gubernatorial executive orders and other documents pertaining to disasters.
- d. Identifies organizations as private non-profit for eligibility of federal disaster relief programs pursuant to Public Law 93-288.
- e. Assumes the Governor's duties in the Governor's and Lieutenant Governor's absence.
- f. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- g. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.

32. Washington State Department of Social and Health Services

ESF Support Agency for: ESF 8, ESF 11, ESF 21, ESF 24,
ESF 25

- a. Provides comprehensive assessments of emergency or disaster impacts upon the delivery of essential human services, including an evaluation of the need for special assistance to meet unique human service demands.
- b. Provides for conversion of the on-going food stamp program for use in emergencies or disasters to meet the basic food needs of all persons whose ability to purchase a regular food supply has been disrupted or is an economic impossibility.

- c. Provides limited financial assistance grants to individuals or facilities who have a serious need for essential goods and services which cannot be met through other governmental programs, private programs, or personal resources (Public Law 93-288, Section 408).
- d. Provides a list of certified interpreters located throughout the state.
- e. Provides identified para-transit brokerage services for special populations.
- f. Participates on PW Teams to conduct inspections and prepare cost repair estimates of state facilities damaged by an emergency or disaster.
- g. Plans for the provision of mental health support to state agencies and local jurisdictions during an emergency or disaster.
- h. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response and recovery activities.
- i. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- j. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

33. Washington State Patrol

ESF Joint Primary Agency (with DNR) for:	ESF 4
ESF Joint Primary Agency (with Ecology) for:	ESF 10
ESF Primary Agency for:	ESF 22
ESF Support Agency for:	ESF 1, ESF 2, ESF 3, ESF 5, ESF 7, ESF 9, ESF 21, ESF 24, ESF 25

- a. Assists local authorities with local law enforcement operations and the evacuation of persons and property.
- b. Coordinates and maintains liaison with the Department of Corrections, Department of Fish and Wildlife, Department of Natural Resources, Military Department, Department of Transportation, Liquor Control Board, Parks and Recreation Commission, and Utilities and Transportation Commission for use of their available personnel and equipment for augmentation and special assignments.

- c. Assists the state EOC in receipt and dissemination of warning information to state/local government.
- d. Provides telecommunications resources in support of statewide operational requirements in accordance with ESF 2 - Telecommunications/Information Services and Warning.
- e. Coordinates law enforcement and traffic control throughout the state. Enforces highway traffic regulations.
- f. Assumes role of incident command agency for hazardous materials incidents on all state and interstate highways and in designated political subdivisions.
- g. Provides radiological monitoring.
- h. Provides aerial reconnaissance photographic missions.
- i. Serves as lead agency in the state EOC for coordinating law enforcement activities.
- j. Provides support to ESF 8 with the identification of human remains.
- k. Assesses damages to major commercial and industrial properties as a member of the FEMA Support Team.
- l. Assists the State Fire Defense Committee, a committee of the Fire Protection Policy Board, with development of the Washington State Fire Services Resource Mobilization Plan, which includes procedures for the coordination of local, regional, and state fire jurisdiction resources.
- m. Shares joint primary responsibilities in the state EOC, along with the Department of Natural Resources, for the coordination of disaster firefighting and suppression resources.
- n. Serves as state fire resource coordinator when Washington State Fire Services Resource Mobilization Plan is activated.
- o. Provides public information officer support to the Office of the Governor, the state EOC, or the lead state response agency during response or recovery activities.
- p. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

34. Washington State Department of Transportation

ESF Joint Primary Agency
(with Military Dept.) for: ESF 9
ESF Primary Agency for: ESF 1

ESF Support Agency for: ESF 2, ESF 3, ESF 4, ESF 5, ESF 7, ESF 8, ESF 10, ESF 11, ESF 12, ESF 21, ESF 23, ESF 24

- a. Coordinates transportation-related missions in support of the Washington State CEMP, except those missions that are the responsibility of the Logistics Chief in support of the state EMD.
- b. Provides a liaison to the state EOC to coordinate WSDOT resources as requested.
- c. Prioritizes and/or allocates transportation resources.
- d. Determines the usable portions of the state transportation system and coordinates and controls emergency highway traffic regulations in conjunction with the Washington State Patrol, Military Department, National Guard, and the Federal Highway Administration.
- e. Coordinates with WSP for traffic control on appropriate state routes.
- f. In coordination with WSP, provides available resources to supplement local jurisdiction requirements for traffic control on local roads, provided the WSDOT's resources are not put at risk.
- g. Coordinates ground, air, rail and marine traffic.
- h. Coordinates with WSP and local jurisdictions:
- i. Traffic control on the Washington State transportation system to prevent unauthorized persons from entering controlled areas.
- j. Assists in promptly identifying and removing impediments to movement.
- k. Provides barricades, road signs, and highway rerouting information necessary to redirect traffic from relocation and food control areas, provided those resources are available.
- l. Reconstructs, repairs, and maintains the state transportation system including designation of alternate routes in coordination with counties, cities, and ports.
- m. Coordinates the mobilization of personnel and equipment required for engineering services as related to the state transportation system.
- n. Maintains liaison with the Washington State Chapter of the Association of General Contractors, the Association of General

Contractors of America, construction companies, and equipment rental companies.

- o. Conducts damage assessment to the state's transportation system and facilities as a member of the PDA Team.
- p. Inspects infrastructure and prioritizes repairs to the Washington State transportation system.
- q. Conducts damage assessment on the non-state transportation system and facilities as a member of the PDA Team.
- r. Conducts inspections of the state's transportation system and facilities and the non-state transportation systems and facilities as a member of the PW Team.
- s. Conducts aerial reconnaissance and photographic missions as requested, provided those resources are available.
- t. Manages overall effort for aerial search and rescue.
- u. Provides communications resources in support of statewide operational requirements in accordance with ESF 2 - Telecommunications/Information Services and Warning, provided resources are available.
- v. Provides graphics and editorial support to the Office of the Governor, the state EMD, the state EOC, or the lead state response agency during response or recovery activities.
- w. Provides public information office support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response or recovery activities.
- x. Provides representation to the Washington State RRTF in accordance with ESF 21, as a core member.

35. Washington State Office of the State Treasurer

ESF Support Agency for: ESF 7

- a. Assists affected communities with short-term lending as directed by the State Finance Committee.
- b. Expedites emergency or disaster payments.

36. Washington State Utilities and Transportation Commission

ESF Support Agency for: ESF 1, ESF 2, ESF 12, ESF 21, ESF 22, ESF 23, ESF 24

- a. Provides informational assistance and expedites processing of requests from utilities under commission jurisdictions for authority to provide specific services or take specific actions related to the emergency.
- b. Provides informational assistance and expedites processing of applications for permits from transportation companies for authority to engage in common or contract carrier operations related to the emergency.
- c. Provides on-site response to significant interstate and intrastate natural gas and hazardous liquid pipeline breaks or potential breaks to assure that operators follow safe procedures, to identify any need for rule waivers to effect emergency repairs, and to preserve evidence for later evaluation. Hazardous liquids include petroleum, petroleum products, and anhydrous ammonia.
- d. Provides personnel with utilities experience to staff one position at the state EOC for telecommunications support as requested.
- e. Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.
- f. Provides initial damage assessment estimates to include identification of outages, their locations and probable restoration times on the utilities systems under the Commission's jurisdiction based upon information obtained from the affected utilities.
- g. Provides available personnel to assist the Washington State Patrol with regulatory enforcement or other special assignments, as requested.
- h. Provides representation to the Washington State RRTF in accordance with ESF 21, as deemed necessary.

37. Washington State Department of Veterans' Affairs

Provides public information officer support to the Office of the Governor, the state EMD, the state EOC, or the lead state agency during response and recovery activities.

38. All Departments, Agencies, Baccalaureate Institutions, Boards, Commissions, and Councils

All organizations within state government have emergency management supporting responsibilities, including those listed for ESF 2, ESF 3, ESF 5, ESF 7, ESF 21, ESF 23, and ESF 24. The responsibilities also include supporting the four phases of emergency management activities. Activities that may be undertaken include but are not limited to:

- a. Preparing and maintaining a safe work place.
- b. Conducting individual and family preparedness training.
- c. Identifying and protecting essential records and data technology.
- d. Identifying key personnel and developing staffing notification and activation procedures for emergency situations.
- e. Testing, training, and exercising the agency's internal comprehensive emergency management plan for continuity of government, response, recovery and restoration activities.
- f. Organizing and staffing an internal emergency operations center during an emergency or disaster.
- g. Developing emergency operating procedures and checklists.

39. American Red Cross

ESF Support Agency for: ESF 5, ESF 6, ESF 7, ESF 8, ESF 9, ESF 11, ESF 21, ESF 23

- a. Provides, manages, and coordinates food, shelter and first aid for victims, bulk distribution of relief supplies, family reunification and direct assistance to families with verified event caused needs.
- b. Provides food to victims and emergency workers from fixed or mobile feeding sites.
- c. Provides bulk distribution of items such as toilet articles and cleaning supplies.
- d. Provides shelter to victims and emergency workers.
- e. Provides physical and mental health care staff in Red Cross operated facilities, provides blood and blood products, and supports local health organizations.
- f. Provides direct assistance to meet verified event caused needs of families by providing means for them to purchase items such as groceries, new clothing, household items, essential furniture, rent, security or utility deposits, health needs, minor building repairs, and occupational supplies and equipment.
- g. Provides preliminary and detailed damage assessments of the affected area to determine the number of dwellings and public shelters damaged and the extent of damage.
- h. Operates a Disaster Welfare Inquiry system to gather information to assist in family reunification.
- i. Gathers and reports information on event related deaths and injuries.
- j. Coordinates, within its agreements, the provision of relief efforts by any volunteer organizations actively engaged in providing relief assistance to disaster survivors.
- k. Coordinates its relief activity with participating and support agencies and affected counties through liaisons to the state and local jurisdiction EOCs.
- l. Provides representation to the Washington State RRTF in accordance with ESF 21, as deemed necessary.

40. Washington State Emergency Management Council

ESF Support Agency for: ESF 12

- a. Advises the Governor and the Director of the Military Department on all matters pertaining to state and local emergency management.
- b. Ensures that the Governor receives an annual assessment of statewide emergency preparedness.
- c. Convenes in special session and serves as the State Emergency Response Commission (SERC), a committee of the Emergency Management Council.
- d. Advises the Director of the Military Department on all aspects of the telecommunications/information services and warning systems and facilities operated or controlled under the provisions of RCWs pertaining to emergency management.
- e. Oversees the Seismic Safety Committee.
- f. Oversees the Committee on Terrorism.

41. Private Sector and Volunteer Organizations

- a. Provide resources to state and local jurisdictions to assist in the response and recovery phases of emergency or disaster operations.
- b. Participate as members of state and local jurisdiction planning teams.
- c. Support exercises and drills as participants during the exercise design period and conduct of the event, and by including the state and local jurisdictions in business and industry activities.